

***EMERGENCY MANAGEMENT ADVISORY COUNCIL
REGULAR MEETING
MAY 10, 2005***

The Emergency Management Advisory Council held its regular meeting on Tuesday, May 10, 2005 at 8:00 A.M. in the Tippecanoe Room in the County Office Building. Advisory Council Members present were: Chairman Jimmy Kesterson, Mike Kyger, Dan Marvin, Dave Reagan, County Councilmember Kevin Underwood, and Commissioner Ruth E. Shedd. Others present were: County Attorney David W. Luhman, and Secretary Pauline E. Rohr. (Advisory Council Member John Withers was absent.)

Deputy Director Tim Batta was also present.

Chairman Kesterson called the meeting to order.

COMMUNICATION COMMITTEE: Dave Reagan, Chairman

- ♦ All sirens except the new siren that will be located on S 18th St. close to Wea Ridge Middle School have been installed. Public power is planned for this siren rather than power paid by private source. The siren located at Wabash National did not activate during the siren test on Saturday, May 7th.
- ➔ Advisory Council Members Garry Smith and Nathan Miller entered the meeting.
- ♦ The "KIT" (Keep In Touch) emergency phone system located in the basement in TCOB is still operational but they are in the process of learning how to operate it.
- ➔ Director Mark Kirby entered the meeting.

Chairman Kesterson reiterated that the Advisory Council wants to move away from private sources providing power to the sirens. In some cases, the power has been shut off without TEMA's knowledge. He said he realizes this will be a budget issue since the monthly cost is approximately \$15 per siren.

APPROVAL OF MINUTES

- Mr. Smith moved to approve the minutes of the April 12, 2005 Meeting as distributed, seconded by Councilmember Underwood; motion carried.

DIRECTOR'S REPORT: Mark Kirby

- ♦ The Siren Repair budget is exhausted. They are looking for ways to fund future repairs.
- ♦ He examined the "KIT" system which is simple to operate. Some phone numbers are in the system but the list needs updating which will take time and manpower. Mr. Smith interjected that the Fairfield Township Trustee might help fund a part-time employee to input phone numbers. Director Kirby said he would ask Mr. Smelser, the Fairfield Township Trustee, about this possibility at their next meeting. He reported he recently met with Mr. Smelser who seems willing to help any way he can. Chairman Kesterson asked Director Kirby to report the capabilities for the "KIT" system at the next meeting.
- ♦ TEMA was awarded a \$4,000 grant to put up fencing at the N 9th St. storage facility. He said he reached a compromise with Wildcat Solid Waste District Director Dawn Boston whose office is located on the same County-owned property.
- ♦ Volunteers will be working the Taste of Tippecanoe on Saturday, June 18 and the Power & Steam Show at Battle Ground on July 21-23.

- ♦ The investigation for missing Tippecanoe County property is on-going.
- ♦ A new policy is in effect regarding Volunteer badges. Volunteers cannot display their badge unless they are officially working an event.
- ♦ The 1994 Ford F150 pickup truck has been transferred to the County Maintenance Department.
- ♦ The hitch to tow the decon trailer has been installed on the recently purchased Ford F550 pickup truck. The decon trailer is stored at T27 Building at the Jail. Chairman Kesterson encouraged Advisory Council Members to have a look at the trailer. Director Kirby said Eli Lilly has expressed interest in using the trailer if the need arises. He thinks the trailer was a wise investment.
- ♦ According to the bylaws, a high school diploma or a GED are required for TEMA volunteers. Director Kirby disagrees and thinks the individual should be judged on his merits or at least allowed to participate if he is in the process of earning a GED. Chairman Kesterson asked Mr. Kyger to consider this issue when his committee determines requirements for volunteers. Having attended a recent meeting, he said it is evident the volunteers want guidelines for their activities.
- ♦ Director Kirby and Deputy Director Batta plan to get a CDL (Commercial Drivers License) to be more proficient when driving TEMA vehicles.

Mr. Smith mentioned that some volunteers may have TEMA equipment at their homes. Attorney Luhman interjected that it may be appropriate for volunteers to have TEMA equipment to do their job. He said they may even take it in their own vehicles with the expectation it will be returned when it is no longer needed but it doesn't have to be immediate. Chairman Kesterson advised setting up a system for checking out equipment.

VOLUNTEER COMMITTEE: Mike Kyger, Chairman

- ♦ Mr. Kyger reported that paperwork begun some time ago to achieve 501c3 status for the volunteers is still in the hands of Cy Gerde who was going to do the work pro bono. The committee wants to follow through with this because they believe this status will qualify them for certain grants but they don't know how to proceed.

Attorney Luhman agreed they should follow through but declined to help with the paperwork when asked by Mr. Smith because, as County Attorney, there could be a conflict of interest. He said he would be glad to provide a referral as well as learn the status of the paperwork from Mr. Gerde.

Chairman Kesterson asked the committee to report on the requirements by the next meeting. He recommended paying attorney expenses from the Volunteer Fund.

- ♦ Mr. Kyger said the committee is not sure of the "core" job of TEMA. Chairman Kesterson responded that will be determined from input from the volunteers and the long range goals established by the Mr. Miller's Goals Committee. Director Kirby interjected he thinks TEMA will eventually become the Department of Homeland Security.
- ♦ The committee is working on SOPs (Standard Operating Procedures) for operating TEMA equipment and vehicles.

➔ Mr. Marvin left the meeting.

- ♦ The committee would like to update the uniform for a more professional appearance when working events.
- ♦ The committee requests more hands-on training. Director Kirby responded he is working on training/schedules.

NEW BUSINESS

Attorney Luhman reported he forwarded a draft for an amended TEMA ordinance that includes Purdue University in the membership as well as language to satisfy State Statute.

- Mr. Smith moved to refer the draft of the amended ordinance to the Commissioners for approval, seconded by Mr. Kyger; motion carried.

HAZ-MAT TEAM REPORT: Deputy Director Batta

The Team had no responses.

COMMENTS

Mr. Smith commented he viewed the decon trailer and it is state of the art.

Chairman Kesterson reiterated that most TEMA equipment is stored outside and encouraged Commissioner Shedd to work with the other Commissioners to find indoor housing. He also thanked committee chairmen for their work and the attendance of all members at the monthly meetings.

ADJOURNMENT

- Commissioner Shedd moved to adjourn, seconded by Mr. Smith; motion carried.

The next TEMA Advisory Council Meeting will be held at 8:00 A.M., Tuesday, June 14, 2005 in the Tippecanoe Room in the County Office Building.

Robert A. Plantenga, Auditor